



INDIANA DEPARTMENT OF TRANSPORTATION
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JOSEPH E. KERNAN, Governor
J. BRYAN NICOL, Commissioner

Writer's Direct Line

To: INDOT Contractors, Consultants and Suppliers
From: J. Bryan Nicol, Commissioner *J. Bm-Nicol*
Indiana Department of Transportation
Date: November 23, 2004
Re: New State Ethics Policies & Holiday Gifts

As you know, the Holiday Season is upon us and it is customary for businesses to send candy, fruit and other items of value to their customers. Due to new guidelines affecting employees of the State of Indiana, no gifts may be given to a state employee from an entity or person who has a business relationship with INDOT. A business relationship is defined to include entities and persons who have or who are seeking a contractual relationship with INDOT, as well as those holding or seeking permits.

For this reason, I respectfully ask that you (and/or your company) do not send any gifts to any employee of the Indiana Department of Transportation.

Thank you for the good work you do for the people of the State of Indiana. Have a Wonderful Holiday Season and Best Wishes to You in 2005!

cc: Executive Staff
District Directors
Division Chiefs